

**STATE TRAUMA ADVISORY BOARD
MINUTES
January 24, 2002
1647 E. Morten, Training Room**

Members Present: Dr. Garth Gemar (Chairman), Dan Judkins, Dr. Steve Thompson, Roy Ryals, Dr. Stuart Alt, Nancy Shaver, Dr. Phillip Richemont, Rich Thacher, Mark Tellier, Sheri Farr Jorden, Dr. Michael Seby, Jim Morgan, and Ingrid Bachtel.

Members Absent: Shelagh O'Connor, Dr. Charles Allen, and Dr. Scott Petersen.

BEMS Staff Present: Dr. Judi Crume, Pennie Klein, Donna Meyer, Susan Nicolas, Dona Markley, Don Decker, and Betty Yunick.

Guests Present: Rose Conner, Lynn Donaldson, Kevin Ray, Theresa Rose, Holly Gibeaut, Tracey Edwards, Dr. Marc Levison, Dr. David Bank, Rookie Stevens, Maria Hubert, Marcia Barry, Philomene Spadafore, Roberto Torres, Norma Battaglia, Deb Gorombe, Roberto Torres, Mark Venuti, Bill Ashland, and Kaylan Omeara.

I. CALL TO ORDER

The chairman, Dr. Gemar, called the regular meeting of the State Trauma Advisory Board to order at 9:10 a.m. A quorum was present.

Dr. Gemar asked the Board for a moment of silence for Bing Grahek.

A motion by Dr. Stuart Alt, seconded by Sheri Farr Jorden to approve the amended agenda. Motion carried.

II. DISCUSS/AMEND and/or APPROVAL OF MINUTES

A motion was made by Jim Morgan, seconded by Dr. Stuart Alt to approve the minutes of November 1, 2001 with one correction:

Page 2 – IV. A. – 3rd paragraph – line 9 –James Wyers should read Weiers
Motion carried.

III. REPORT FROM THE OFFICE OF THE DIRECTOR

Rose Conner, Assistant Director, Division of Public Health Services, Arizona Department of Health Services, addressed the board.

- The department was required to take a little more than a 4% cut in all general categories of the overall budget
- EMS missed the first round of cuts
- Other divisions have taken a heavy hit
- Due to the allocation of money to the trauma centers in Tucson coming out of the EMS operating fund it caused some cash flow problems
- A special session in legislation created the 1201A money to be non-lapsing into the first quarter of next year
- The money will be sent out to the trauma centers as soon as possible and still maintain an appropriate cash flow in the EMS Operating Fund. The contract

for the money to go to the Tucson Trauma Centers is in the final review stage. The bill is effective 90 days after it is signed.

The Director has reviewed and approved the Trauma Plan distributed at the meeting today.

- The Director is asking for all written comments within 3 weeks
- Please send to Judi Crume
- Approval of additional recommendations is needed by the Director

IV. **CHAIRMAN'S REPORT**

A. **Membership Update** – Dr. Gemar introduced new members to the Board:

- Dr. John Porter - "Trauma Center Representative" category
- Ingrid Bachtel - "Representative from Urban Advanced Life Support Base Hospital That Is Not A Trauma Center" category
- Dr. Steve Thompson - "Representative from Federal Indian Health Services Organization" category

Due to the resignation of Dr. Marc Levison and the passing of Bing Grahek there are two vacancies on the board. Forward any recommendations to Dr. Gemar or Judi Crume.

B. **Impact of HB 2007** – The Governor signed the bill on December 6, 2001. In 90 days this will officially become law. The 1201 monies will not be affected by the passing of this bill. The goal is to help the Tucson Trauma Centers this year.

C. **EMS Rules Update** – The Bureau's main focus the first few months of this year is the R9-25 rules. The Rules Committee has prioritized another rules packet in addition to the Chapter 25 Revision Project. These need to be completed by September 2002.

V. **COMMITTEE REPORTS**

A. **STAB Executive Committee** – The STAB Executive Committee did not meet.

B. **AZTQ Committee** – The committee met on November 15, 2002 and elected to have the existing independent work group look over the data elements. Some revisions were made and recommendations sent to STAB. Some confusion about the state of completion of data element recommendations resulted in a STAB motion.

A motion was made by Dr. Stuart Alt, seconded by Sheri Farr Jorden to refer the Data Elements document back to the Independent Work Group and then the AZQT Subcommittee. Motion carried.

Key considerations in evaluation of the data elements:

- These are 2 brand new software products and both vendors have a large menu to pick elements from the registry product
- The hospitals are working with the vendors and each hospital may need different data elements

- The document in the agenda packet is the current best guess at the state level elements
- The opportunity exists to update elements and participate in national data collection efforts though NTDB

Other suggestions:

- Contact other states to look at their “system” level data elements
- Find out what information we can extract from the data and determine elements by usefulness

VI. OLD BUSINESS

A. EMS & State Trauma System Development Update

Power Point presentation by Pennie Klein on the Comprehensive EMS & Trauma System Plan:

Arizona Emergency Medical Services & Trauma System Plan 2002 – 2005
Draft For Comment 1/2002

- 1999 Trauma System Plan recommendations have been reorganized, consolidated and expanded into the 2002-2005 Arizona EMS & Trauma System Plan
- The Department of Health Services is the lead agency to administer the EMS and Trauma System Plan
- Foundation Governance has been eliminated
- Technical parts of the old and new plan are primarily the same
- Level IV – Trauma centers supplement for EDATS
- A Regional planning process will parallel with the state planning process
- Comments on Plan are due by February 15, 2002

Follow Up: Put EMS and Trauma System Plan on website - ASAP
Delegated: Rose Conner

Due to the length of the process to establish a State EMS and Trauma Plan the ACS standards have evolved and should be revisited.

Follow Up: “Order ACS Gold Books” for STAB - ASAP
Delegated: Judi Crume

Dr. Alt and Dan Judkins thanked the Department for getting back to the committee so quickly. Times frames will be established after objectives have been fully identified for the planning period. If there are rules that need to be generated the Department will seek an exemption to the rules process.

Follow Up: Access to comments on the revised Trauma System Plan
Delegated: Judi Crume
When: Before the next meeting – April 25, 2002

Pennie Klein asked members for their help as they are looking through the plan to ascertain:

- If the names have the correct titles
- If there are words that need to be defined that are not in the glossary (if wording bold it is new – if not bold it is existing statute)

B. STAB Budget Report

A motion was made by Dr. Alt, seconded by Roy Ryals to approve the budget.
Motion carried.

VII. NEW BUSINESS

A. Open Meeting Law Presentation – Kevin Ray, Assistant Attorney General, gave an overview of the open meeting laws.

- A quorum of the members meeting in a public place and discussing business violates open meeting laws.
- Independent work groups do not count as a standing committee because they are being formed for a specific purpose.
- If the meeting will continue after lunch it should be reflected in the minutes that no business be discussed during that period.
- This committee will also accept comments from the public.
- Call to the Public will be used for items on the next agenda.

B. STAB ongoing existence as system is established

- STAB members should review the plan and give their comments
- As the system is being developed and implemented the committee needs to discuss what STAB's future role would look like and present this to the Director
- Question: Would new legislation need to be in place to outline a new STAB role? Answer: Yes
- It may be beneficial to combine committees for a more efficient use of time

A motion was made by Dr. Richemont, seconded by Dr. Alt to put on the next agenda - STAB ongoing existence after system is established (Decision). A friendly amendment was made to put this on the agenda for next time as new business. Dr. Alt withdrew his motion. Motion withdrawn.

Follow Up: Old Business – Next Agenda – April 25, 2002
Item: Recommendations on STAB'S role after system is established (Discussion and/or Decision)?

Dr. Gemar stated that we do not need a motion to put this on the agenda for next time.

VIII. CALL TO THE PUBLIC

Dr. Marc Levison made a statement regarding his resignation from STAB. Dr. Gemar thanked Dr. Levison for his 10 years of service to the Board.

IX. TRAINING OR EDUCATIONAL ANNOUNCEMENTS

- March 11, 2002 at 6:00 p.m. all the trauma care providers of the state are invited to participate in a grand rounds session by interactive T.V. (Tucson, Flagstaff, and Phoenix). If you need details check with Belinda Case in Phoenix, Bill in Flagstaff and Dan Judkins in Tucson.
- The Central Region will be holding the 2nd Annual Regional EMS & Trauma Odyssey 2002 on June 13 – 14, 2002. If you need information contact Peggy Baker, Executive Director at www.aems.org.
- The annual southwestern regional trauma conference will be held on September 26 and 27th at the Tucson Convention Center.
- Dr. Gemar distributed final report on Codes Project.

X. NEXT MEETING

The next regular meeting will be held April 25, 2002.

XI. ADJOURNMENT

The meeting adjourned at 12:05 p.m.

Approved by STAB on 4/25/02